

SUMMIT TOWNSHIP BOARD MEETING

**May 10, 2016**

**STUDY SESSION – 6:30 P.M.**

**PRESENT:** Jim Dunn, Supervisor; Meghan Dobben, Clerk; Doug Hoyt, Treasurer; and Trustees, Bob DuBois, Todd Emmons, Mike Trudell and Mike Way.

**ABSENT:** None.

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**REGION 2 PLANNING COMMISSION:** No report.

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**SUPERVISOR UPDATE/JACTS:** Supervisor Dunn gave an update on the Shoemaker paving project and informed the Board of a May 23, 2016 meeting with JACTS and the County Road Commission to discuss the Morrell and Brown Streets intersection.

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**DPW TRUCK:** DPW Superintendent Bevier advised the Board that a new truck was being ordered to replace the last van in their fleet.

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**ABOVE AND BEYOND AWARD:**

Fire Chief McEldowney presented to the Board the Above and Beyond Award which was bestowed upon the Summit Township Fire Department upon nomination by Aaron Cartwright.

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**COMMENTS:**

Steve Shotwell – District 5 County Commissioner, Chairman

Carl Rice – District 3 County Commissioner

Thomas Hoard of 3355 Pine Ridge

James and Sharon McCann of 3910 Harwich St.

Jim Koebbe of 3995 AllstonDr.

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**BOARD MEETING**

**CALL TO ORDER:**

The regular meeting was called to order by the Supervisor, Jim Dunn, on Tuesday, May 10, 2016 at 7:00 p.m. in the meeting room of the Township Hall.

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**PUBLIC COMMENT:** None.

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**OLD BUSINESS:** None.

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**NEW BUSINESS:**

**APPROVAL – CONSENT AGENDA**

Motion by Hoyt, supported by DuBois, and on roll call vote unanimously carried to approve the Consent Agenda as presented. (Copies of Accounts Payable attached hereto.)

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**APPROVAL – CONDITIONAL USE PERMIT – 2527 HELENA AVENUE – BANQUET HALL**  
**R.W. MERCER, APPLICANT; K. DAGENAIS, OWNER**  
**CASE#16-04-0003**

A public hearing was held by the Planning Commission on April 19, 2016, at the request of owner, Kim Dagenais, 345 Oakwood Avenue, Clarklake, for a Conditional Use for a Banquet Hall on property located at 2527 Helena Avenue that is zoned General Commercial (C-2). Township Zoning Ordinance state that banquet halls are only allowed by Conditional Use Permit and only in Highway Commercial (C-3) district. The Planning Commission recommends to the Township Board approval of the Conditional Use Permit with the following conditions: hours of operation for business office, Monday – Friday 8:00 a.m. to 5:00 p.m.; Banquet Hall operation concludes at 1:00 a.m.; and approval of Administrative Site Plan.

Motion by Trudell, supported by Way, and on roll call vote unanimously carried to approve Conditional Use Permit with the following conditions: hours of operation for business office, Monday-Friday 8:00 a.m. to 5:00 p.m.; Banquet Hall operation concludes at 1:00 a.m.; and approval of the Administrative Site Plan. (Copies attached hereto.)

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**APPROVAL – SITE PLAN REVIEW – LOTS 304, 305, AND 306 BROOKLINE ADDITION**  
**500 BLOCK 19<sup>TH</sup> STREET**  
**BILL BULLINGER, APPLICANT**  
**CASE#06-04-0004**

A public hearing was held by the Planning Commission on April 19, 2016, at the request of Bull Investments, LLC, Bill Bullinger, applicant and owner, 530 19<sup>th</sup> Street, for a Site Plan Review for property located at 520 19<sup>th</sup> Street. Site Plan is for construction of a sixty-four (64) by forty (40) feet pole barn to be located on lots 304, 305, and 306 Brookline Addition 19<sup>th</sup> Street. The pole barn will be utilized as an indoor storage facility for equipment and vehicles of Ajax Heating and Air Conditioning of 530 19<sup>th</sup> Street. The Planning Commission recommends to the Township Board approval of the Site Plan contingent upon compliance with the letter and recommendations of the Jackson County Department of Transportation, and Jackson County Drain Commissioner.

Motion by DuBois, supported by Trudell, and on roll call vote unanimously carried to approve the Site Plan contingent upon compliance with the letter and recommendation of the Jackson County Department, and Jackson County Drain Commissioner. (Copies attached hereto.)

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**APPROVAL – AMENDED SITE PLAN CONDOMINIUM – SANDY BEACH CONDOMINIUMS – UNIT**  
**ADJUSTMENTS/STEVE MOSER, OWNER**  
**CASE#16-04-0005**

A public hearing was held by the Planning Commission on April 19, 2016, at the request of Steve Moser, owner of Sandy Beach Condominiums at 4800 Sand Beach lane, to amend the Sandy Beach Condominium Site Plan by adjusting unit lines within the site condominium. The Planning Commission recommends to the Township Board approval of the Amended Site Plan Condominium with the following conditions: corrected site plan, with legal descriptions, submitted to the Township prior to the Township Board meeting on May 10, 2016; and a copy of the new registered deed submitted to the Township.

Motion by Trudell, supported by Hoyt, and on roll call vote unanimously carried to approve the Amended Site Plan Condominium for Sandy Beach Condominiums contingent upon receipt of the new registered deed submitted to the Township. (Copies attached hereto.)

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**APPROVAL - PROPOSAL FOR INSTALLATION OF UPDATED OFFICE LIGHTING**

Motion by Way , supported by DuBois, and on roll call vote unanimously carried to approve the proposal submitted by Hirst Electric Company in the amount of \$15,106.46 for installation of updated office lighting as recommended by Consumers Energy Company. (Copy attached hereto.)

**APPROVAL – DEVELOPMENT RESOLUTION – HORTON ROAD TRAIL**

Motion by Trudell, supported by Way, and on roll call vote unanimously carried to approve Development Resolution for the Horton Road Trail accepting the terms set forth by the Michigan Department of Natural Resources with \$94,000.00 in funds to match the grant approved by the Michigan Department of Natural Resources. (Copy attached hereto.)

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**APPROVAL – RESOLUTION OF NOTIFICATION OF RELEASE OF RIGHT OF FIRST REFUSAL**

Motion by DuBois, supported by Way, and on roll call vote unanimously carried to approve Resolution of Notification of Release of Right of First Refusal to wit: Parcel#000-13-11-304-033-00. (Copies attached hereto.)

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**APPROVAL – RESOLUTION FOR CHARITABLE GAMING LICENSES**

Motion by DuBois, supported by Trudell, and on roll call vote unanimously carried to approve Resolution for Charitable Gaming Licenses for Vandercook Lake Music Boosters of Vandercook Lake High School. (Copies attached hereto.)

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**APPROVAL – RESOLUTION - TOWNSHIP SUPERVISOR COMPENSATION**

Motion by Hoyt, supported by Way, and on roll call vote unanimously carried to approve Resolution setting forth a 3% salary increase for Township Supervisor through March 31, 2017. (Copy attached hereto.)

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**APPROVAL – RESOLUTION – TOWNSHIP CLERK COMPENSATION**

Motion by DuBois, supported by Way, and on roll call vote unanimously carried to approve Resolution setting forth a 3% salary increase for Township Clerk through March 31, 2017. (Copy attached hereto.)

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**APPROVAL – RESOLUTION – TOWNSHIP TREASURER COMPENSATION**

Motion by Dunn, supported by DuBois, and on roll call vote unanimously carried to approve Resolution setting forth a 3% salary increase for Township Treasurer through March 31, 2017. (Copy attached hereto.)

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**APPROVAL – RESOLUTION – TOWNSHIP TRUSTEES COMPENSATION**

Motion by Hoyt, supported by Trudell, and on roll call vote carried to approve Resolution setting forth a 3% salary increase for Township Trustees through March 31, 2017. Ayes: Dunn, Dobben, Hoyt, DuBois, and Trudell. Nays: Emmons and Way. (Copy attached hereto.)

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**APPROVAL – PERMIT FOR FIREWORKS DISPLAY**

Motion by DuBois, supported by Way, and on roll call vote unanimously carried to approve Permit for Fireworks Display to the Jackson County Parks for the dates of: May 28, 2016, July 3, 2016, and September 3, 2016, at Cascades Park. (Copies attached hereto.)

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**APPROVAL – APPOINTMENT – ZONING BOARD OF APPEALS**

Motion by DuBois, supported by Trudell, and on roll call vote unanimously carried to approve the appointment of Philip Moilanen to the Zoning Board of Appeals, term commenced on April 1, 2016 and will expire on March 31, 2019. (Copies attached hereto.)

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**APPROVAL – REAPPOINTMENT – RECREATION PLANNING COMMITTEE**

Motion by DuBois, supported by Way, and on roll call vote unanimously carried to approve the reappointment of Martha Willard to the Recreation Planning Committee through March 31, 2019.

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**APPROVAL – AUTHORIZE SUPERVISOR TO BEGIN PROCESS OF RE-ESTABLISHING TOWNSHIP LDFA**

Motion by Trudell, supported by Hoyt, and on roll call vote unanimously carried to authorize the Supervisor to begin the process of re-establishing Township LDFA.

**OTHER BUSINESS:** None.

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**ADJOURNMENT:** There being no further business to come before the Board, the Supervisor adjourned the meeting at 7:16 p.m.

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Meghan Dobben, Clerk

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Jim Dunn, Supervisor